

**MINUTES**  
**PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on April 20, 2023 at the Brandon City Council Chambers.

Roll call was taken. Members present were Commissioners Brian Heidbrink, Thomas Nichols, Brookes Noem, Chuck Parsons, Rob Schoeneman and Alica Thiele. Also present were Alderman Tim Jorgenson, Building Official Paul Clarke, City Engineer Tami Jansma and Development Director Patrick Andrews. Absent: Mayor Harry Buck and City Administrator Bryan Read.

Commissioner Nichols moved Commissioner Thiele seconded to approve the agenda as amended. Motion carried.

Commissioner Thiele moved Commissioner Nichols seconded to approve the minutes of the April 6, 2023 regular meeting as amended. Motion carried.

Steve Reid, 1107 E. Lark Street, was present for discussion regarding his Home Occupation Permit Application that was denied by the Planning & Zoning Commission on April 6, 2023. Steve questioned why his application was denied based on it being retail sales of firearms. Commissioner Heidbrink explained that he voted to deny based on customers writing Steve a check for the firearm, therefore Commissioner Heidbrink feels that is a retail business. Steve mentioned that there are other residential properties in town that are selling retail products from their homes.

Commissioner Parsons acknowledged that this will be his last meeting on the Planning & Zoning Commission, after having served on the commission since 1999. He went on to thank the other commission members and City staff for their help over the years.

A Re-Zone Application was presented for 600 N. Pasque Flower Trail. Applicant TJ Barthman, 1016 S. Nicholas Avenue, was present for discussion. TJ is requesting to re-zone the property located at 600 N. Pasque Flower Trail, legally described as Lot 1 Block 7 Tallgrass Addition from R-1 Low Density Residential to NB Neighborhood Business District. Shawna Schipper, 601 N. Tamarac Avenue, was present for discussion. Shawna does not feel this area is a good fit for a neighborhood business district. Riley Walz, 609 N. Tamarac Avenue, was present for discussion. Riley had questions regarding preliminary plans, and when they would get submitted so neighbors know what will be going in this particular area. Commissioner Heidbrink explained that this parcel is identified in the Brandon Comprehensive Plan as being a commercial area. Commissioner Parsons moved Commissioner Heidbrink seconded to make recommendation of approval to City Council. Motion carried.

A Conditional Use Application was presented for 1316 E. Martin Place, legally described as Lot 7 Block 2 Brandon 90 Plaza Addition. Rob. Heartland Appliance, 1316 E. Martin Place, was present for discussion. Rob is planning to open an appliance store at the above stated address, and is requesting a second driveway as per City Ordinance, which requires a conditional use.

Rob wants this second driveway for truck traffic. Commissioner Heidbrink has concerns with truck traffic backing in from E. Martin Place and asked that the engineer provide additional information showing that trucks can maneuver entirely on the lot. Darrel Viereck, 7321 W. 65<sup>th</sup> Street, Sioux Falls, SD, was present for discussion. Darrel is the developer for Brandon 90 Plaza Addition. Commissioner Heidbrink moved Commissioner Parsons seconded to deny the application as presented based on the applicant using a public right of way and/or public access to maneuver delivery vehicles and that the combined driveways exceed 60'. Commissioner Heidbrink rescinded his motion to deny.

Commissioner Heidbrink moved Commissioner Schoeneman seconded to table any further action until the May 4, 2023 regular Planning & Zoning Commission to allow the applicant time to present documentation showing that trucks will maneuver entirely on the parcel and to show the combined width of the driveways at 60' or less. Motion carried.

Discussion held on IN-Institutional District as it pertains to public recreation facilities. Patrick Andrews, Development Director, presented a draft ordinance. A public hearing will be scheduled for May 18, 2023.

Discussion held on IN-Institutional District as it pertains to public sports venues. Patrick Andrews, Development Director, presented a draft ordinance. Tom Gruenig, BV Hockey Association, was present for discussion. A public hearing will be scheduled for May 18, 2023.

Discussion held on IN-Institutional District as it pertains to Best Management Practice Facilities (BMP). Patrick Andrews, Development Director, presented a draft ordinance. An updated draft will be presented at the next regular meeting.

Discussion held on swapping setbacks in industrial zoning districts. Patrick Andrews, Development Director, presented a draft ordinance. A public hearing will be scheduled for May 18, 2023.

Discussion held on NB – Neighborhood Business District was held as it relates to “owner occupied” dwelling units. Staff asked the Commission for clarification on what “owner occupied” applies to – the owner of the property or an owner/tenant of the business? It was the consensus of the Commission to have this apply to the business owner.

Alderman Jorgenson thanked Commissioner Parsons for his years of service to the City of Brandon and presented a certificate to him.

At 7:43 p.m. having no further business, Commissioner Parsons moved Commissioner Nichols seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Respectfully Submitted,

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Melissa Labahn  
Recording Clerk

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Patrick Andrews  
Development Director